

**CITY OF DELTONA, FLORIDA
REGULAR MEETING
SENIOR ADVISORY SUB-COMMITTEE MEETING
TUESDAY, NOVEMBER 18, 2014**

A Regular Meeting of the Senior Advisory Sub-Committee was held on Tuesday, November 18, 2014 in the City Hall Commission Chambers Kitchen at 2345 Providence Boulevard, Deltona, Florida.

1. CALL TO ORDER:

The meeting was called to order at 5:30 p.m. by Lonnie Wilson, Chair.

2. ROLL CALL:

Chairperson	Lonnie Wilson	Present
Vice Chairperson	Deneida Malave	Present
Committee Member	Mary Micelli	Present
Committee Member	Lisa Nadeau	Present
Committee Member	David Clapsaddle	Present

Also, present: Steve Moore, Parks & Recreation Director; and Crystal Edwards, Board Secretary.

3. APPROVAL OF MINUTES:

A. Minutes:

1. Meeting – October 28, 2014.

Motion by Mary Micelli, seconded by Lisa Nadeau to adopt the minutes of the Regular Senior Advisory Sub-Committee meeting of October 28, 2014. There was no discussion. The motion was unanimously approved.

4. ANNOUNCEMENTS:

The following flyers were distributed to the members: One Can Make A Difference; KC's Free Tennis Day.

5. PUBLIC COMMENT:

No members of the public were present.

6. OLD BUSINESS:

A. Wrap-up of the Arts and Crafts Festival

Staff informed the Sub-Committee that there were 42 paid craft vendors and 2 food vendors. A grand total of 559 guest were counted by volunteers with an additional 50 counted as attending but not

entering the Commission Chambers.

Members discussed some items that they would like to see addressed such as the outdoor signage informing the public of more vendors indoors. The Sub-Committee suggested larger, printed signs with arrows leading from the outdoor courtyard to the front door of City Hall. The safety of the public was also a concern. Sub-Committee members would like to post large brightly colored, noticeable signs, warning the step down from the stage.

Mr. Moore would like to look at moving the event to the first weekend in November. He stated that the event is well received and it would be beneficial to change the weekend so we were not hosting it on the same day as surrounding cities.

Mr. Moore thanked the Senior Advisory Sub-Committee for their assistance with all the detailed planning of and operation of the City of Deltona's 2nd Arts and Crafts Festival.

7. NEW BUSINESS:

B. Review of the Sunshine Law and By-Laws

Mr. Moore read the Sunshine Law and the Senior Advisory Sub-Committee By-laws to members. He informed them that both are very important laws that members should fully understand and followed at all times.

C. Discussion of Board Procedures

Mr. Moore distributed a printed list of board procedures. He reviewed with members how meetings are to run. Mr. Moore gave an example of the Youth Advisory Sub-Committee and how their meetings have been transformed. They have grown from an unorganized group to a well operating Sub-Committee after receiving a copy of the same board procedures.

D. Discussion of Sweetheart Dinner

Staff reviewed the Sweetheart dinner plans from last year. The Sub-Committee decided to keep the cost the same as the year prior as well as the food offered. Tickets will be produced and pre-sold by members. Staff mentioned that tickets are limited due to the amount of seating available in the main hall and that the event was sold out last year.

The Youth Advisory Sub-Committee will be asked if they wish to assist with serving during the dinner. Other volunteers will be needed for the prep, decorating and cooking.

The Senior Advisory Sub-Committee would like to have a special meeting before January 27th for more time to plan the event. Staff asked that members make themselves available to assist with the volunteer help needed and help sell tickets once available.

8. DIRECTOR COMMENTS:

Mr. Moore stated that he knows that there is a lot of work involved in the Sweetheart Italian Dinner but last year it was a big success and he knows that the Sub-Committee will do a fine job again this year.

9. MEMBERS COMMENTS:

Mr. Wilson thanked everyone for a wonderful job with the Arts & Crafts Festival. A few things stood out that we are able to address next year and make adjustments. An event such as this brings the community together right before the holidays and will continue to grow and improve each year.

10. NEXT MEETING DATE:

The next meeting of the Senior Advisory Sub-Committee is tentatively scheduled for Tuesday, December 18, 2014 at 5:30 p.m. in the first floor kitchen area in City Hall.

11. ADJOURNMENT:

There being no further business the meeting adjourned at 7:20 p.m.

Motion by Mary Micelli, seconded by David Clapsaddle to adjourn. The Motion was unanimously approved.

Approved this _____ day of January 2015.

Deneida Malave, Vice Chair
Senior Advisory Sub-Committee

ATTEST:

Steve Moore
Director, Parks and Recreation
Senior Advisory Sub-Committee